

## **PROPOSAL REQUIREMENTS AND INFORMATION**

### Key Action Dates

<b>Event</b>	<b>Date</b>
RFP Available to Prospective Proposers	Monday, March 1, 2021
Q & A Questions Due	Friday, March 5, 2021 by 5:00 pm
Q & A Responses Posted	Tuesday, March 9, 2021 by 5:00 pm
Final Offers Due Date	Monday, March 15, 2021 by 5:00 pm
Proposed Award Date	Monday, March 18, 2021
Contract Initiated	Monday, April 5, 2021
Project Period End Date	Thursday, May 20, 2021 SACJJDP meeting

## **PURPOSE AND DESCRIPTION OF SERVICES**

The purpose of this Request for Offer (RFO) is to solicit proposals from local nonprofit organizations and Native American Tribes to hold community meetings for the purpose of receiving community feedback on the specific juvenile justice system needs in the local area:

- Provide feedback on the communities' priority of the Program Purpose Areas described in attachment xx.
- Identify the most important purpose areas for your community and why.
- Provide Incentives for participation of \$x gift cards in meetings for youth and family members who have had contact with the juvenile justice system.
- Prepare the system involved youth participants in advance of the meeting.
- Identify programs that have changed the life of the youth engaged in the juvenile justice system.
- Identify programs that have worked in reducing recidivism.

## **DELIVERABLES**

- 1) Hold at least (1) one community meeting(s) to discuss the local juvenile justice program needs at all points of contact for Juveniles under the age of 26 and their families. Input and participation from people of all ages is welcome; the focus of the State Plan is on young people up to age 26 by May 10, 2021. This meeting may be virtual or in person if allowable in your community.
- 2) Develop a written report of no more than five pages on findings from the community input meetings provided to BSCC by May 17, 2021. The report must include; xxx
- 3) Provide a virtual presentation of not more than 10 minutes to the SACJJDP of the findings at the May 20, 2021 SACJJDP meeting.

- 4) Provide feedback in the virtual presentation on additional issues beyond the list of priorities in attachment xx that surface during the community input meetings.

**A. MINIMUM QUALIFICATIONS FOR PROPOSERS**

The proposer must have, at a minimum, the following qualifications and experience:

- 1) Must be a 501(c)(3) Nonprofit as defined in attachment xx or Native American Tribe.
- 2) Must have experience in providing services to juvenile justice system involved youth and their families. (check with SACJJDP).

**EVALUATION PROCESS**

Award of a contract resulting from this RFO will be based on location and ability to provide the services and deliverables within the allotted time.

**SUMMARY NARRATIVE**

<b>Summary Narrative</b>	
Provide a one-page summary addressing the following criteria.	
<b>1.1</b>	State your organizations location as a Native American Tribe; or the County and County designation as Large/Medium/Small determined by the CA Department of Finance Population Data.
<b>1.2</b>	Must have x years of experience providing direct services to juvenile justice system involved youth and their families: <ul style="list-style-type: none"> <li>• background and experience pertinent to the subject area.</li> <li>• experience with similar community feedback projects.</li> </ul>
<b>1.3</b>	Ability to recruit and prepare system involved youth and their families to participate in the community feedback meeting(s).
<b>1.4</b>	Ability to distribute and track incentives of \$x gift cards to encourage participation in meeting(s).